

Lunenburg Council on Aging Meeting Minutes *Minutes Approved at 5/8/12 COA Meeting*
April 10, 2012

Present: Pete Lincoln (Chairperson), Mary Lynn Conrad (Vice Chairperson), Doreen Noble (Director), Barbara Brown, Jane Doyle, Jim Hays, Sis Montuori, Deb Seeley, Joyce Wass, and Sue Doherty (Admin. Asst.)

Excused: Fred Crellin

Guest: Lloyd Carlson & Jerry Greene

Welcome: Pete Lincoln, Chairperson, welcomed Mr. Carlson & Mr. Greene and called the meeting to order at 9:37 a.m.

Minutes: A motion was made and seconded to approve the minutes of the March 13, 2012 as corrected. All approved, motion carried.

Director's Report:

Finance/Informational Report:

There was no written monthly financial report but the Director reported that all bills are being paid and everything is good at this time.

Doreen reported that all of the surveys, which the State Department of Public Health had asked her to distribute to the people who attended the February function at the Eagle House where people became ill, had been returned to the State Agency. According to the SDPH one person had tested positive for the Norovirus and there were no pathogens found in any of the food that was served at the senior center that day.

Doreen stated that there was some updating done in the main kitchen and that she had the fire extinguisher in the kitchen replaced with a water based extinguisher, and that there was a problem with the garbage disposal which was replaced. The exhaust vent over the stove had its annual inspection done by Cochrane Ventilation Inc. and passed.

Town Manager, Kerry Speidel, had requested that Doreen attend a 6 week Mass Municipal Association Supervisory Leadership Development program along with a member from the Lunenburg Police Dept. and Lunenburg Fire Dept. The classes began on April 5, 2012.

The Lunenburg Council on Aging will be celebrating its 45th Anniversary in December. Doreen would like the COA board members to plan a celebration for this event. Pete Lincoln said that he would try to compile a list of all former COA members.

The Director stated that she has some concerns with the Friends of the Eagle House Administration. Some of these concerns are that the COA office has received phone calls from bill collectors, the person who had been hired by the Friends to take care of the gardens at the Eagle House has been told that they could not afford her this year, not all of the Friends of the Eagle House board members have been contacted about planned meetings, and people have been asking questions about donations they had made for the parking fund. She stated that the Council on Aging is separate from the Friends of the Eagle House Inc. and all these things reflect back upon the COA.

She was also concerned with a letter which the Friends were planning on inserting into the COA newsletter, which is a town wide mailer, stating that they were still collecting funds for the parking lot project and that they were working with her to seek funds for a new van. Doreen explained again that at this time, the town is not supporting the parking lot project or funding stairs to be installed between the upper and lower parking until the plans for the school and center of town revamping are completed. She also reminded them that the Friends are not assisting her with seeking funds for a new van. Doreen commended the Friends of the Eagle House Inc by saying that they are a wonderful organization and that Mr. Carlson is dedicated to this cause, but it is her obligation to report to the COA board misinformation and oversights.

Lloyd Carlson spoke and said that the whole letter which was written for the newsletter which is causing concern has been canned. He said that the Friends had invested \$17,500. into this project and that he was very upset. Lloyd stated that they would wait to see what happens at town meeting with funding for the parking lot and stairs. He was reminded that funding which was requested for the parking lot and stairs was not included in the Capital Plan and would not be on the warrant at the May Town Meeting.

Pete Lincoln spoke and said that he felt that the communication with the Friends has improved over the years and that his issue has always been the removal of the septic mound. He said that we will probably not see a parking lot installed in our life time but fortunately the Friends had paid to have the mound removed and that now the area can at least be used for recreation. He said that the Town Manager told him he could have the Sheriff's Dept. bring prisoners to remove the debris from the area and that Dan Proctor will be back to level two areas for a bocce court and a horseshoe pit.

Jim Hays recommend that any parking lot money which is received be kept in trust for the future.

Clarification on the parameters of both the COA and Friends of the Eagle House was asked for and will be presented at the next COA meeting.

Celebrity Chef for the April 18th luncheon will be Mickey Herrick from Mickey Shea's Restaurant.

Old Business:

Parking Lot: Discussed under Director's report.

Director's Evaluation: Deb Seeley requested that the Director's Evaluation form be voted into the minutes so that it could be presented to the Town Manager. A motion was made and seconded to accept the newly developed Director's Evaluation form. All approved, motion carried.

Discussion turned to the next step of the Director's evaluation which will be how to compile more information.

FY13 COA Budget: Doreen reported that without the proposed \$2.2M override there will be a 10% reduction in the salaries and operating expenses for the Council on Aging. The Town Manager's proposed cuts call for outreach and food services to be reduced at the senior center which Doreen is opposed to. Doreen would rather have a full day closure on Fridays to save on utilities at the building. Doreen also stated that as a Town Official she can't talk to the seniors on how they should vote on this issue.

Reminder Minutes/Agenda emails: Sue Doherty reminded the board that all minutes and agendas need to be emailed to her in order to be sent to the Town Clerk after approval by the COA board. She also suggested to the board that the minutes/agendas that are ready for members to approve, which are normally mailed through the post office, be emailed to the members from now on. The board agreed to correspond this way.

New Business:

10% Reduction: Discussed under FY13 COA Budget.

Sub Committee Reports:

Sub Committees were reminded again that all end of year committee reports need to be typed and emailed to Sue for the Annual meeting in June.

By-Law Committee: Fred Crellin was absent for this meeting so Bylaw corrections were not presented.

It was discussed that the only way to change the number of members that sit on the Council on Aging board would be by vote at town meeting.

Correspondence: No correspondence was read at this meeting.

General Discussion: None

Adjournment: A motion was made and seconded to adjourn the meeting. All approved, motion carried.
Meeting adjourned at 10:46AM

*Respectfully Submitted,
Sue Doherty, Administrative Assistant*